

Valley Community Services Board
85 Sanger's Lane, Staunton, VA
September 25, 2019
5:30 p.m.

Members Present

Phil Floyd, Chair
 Sarah Rexrode, Vice Chair
 Mike Hamp, Treasurer
 Susan Richardson
 Dan Sullivan
 Linda Czyzyk
 Lisa Dunn
 Debbie Pyles
 Misty Cook
 Aaron Leveck
 Cynthia Burnett
 John Hartless
 Nichole Nicholson
 Anna Leavitt

Members Absent

Frank Kennerly
 Miranda Ball

Staff Present

Dave Deering
 Dawn Garrison
 Dr. Steven Kessler
 Kathy Kristiansen
 Lauren Gearhart
 Tina Martina
 Cindi Johnson
 Dana Fitzgerald

Visitors

Sandra Price-Stroble

CALL TO ORDER	Chair, Phil Floyd, called the meeting to order at 5:30 pm.
ANNOUNCEMENTS	Mr. Floyd welcomed Sandra Price-Stroble. Ms. Price-Stroble lives in Harrisonburg and is a member of the State Board. She is the representative for our region. Ms. Price-Stroble shared that Mr. Deering provided her with an orientation of Valley CSB when she first joined the State Board. Ms. Price-Stroble commented that the State Board will be holding their quarterly meeting at Valley CSB on October 8th; the meeting is open to the public. Mr. Floyd announced that he has resigned from Rockbridge CSB after 36 years of service. Mr. Floyd shared that he has accepted a position in the private sector.
ESTABLISH QUORUM	Mr. Floyd established a quorum.
PUBLIC COMMENT	No public comment.
MINUTES	Mike Hamp motioned to approve the July 24, 2019 minutes with noted change in attendance. Nichole Nicholson seconded. Motion carried.
COMMITTEE REPORTING	Finance Committee: Met on September 17 th . <ul style="list-style-type: none"> • Mr. Hamp shared a communication from Betsy Hendrick in which she reported that the audit is going much better than last year. Mr. Hamp extended gratitude to Cindi Johnson, CFO, and the Finance Department for their hard work in preparing for the audit. Ms. Johnson shared additional information regarding the audit process. Ms. Johnson commented that it appears to be only a few adjustments at this time, which is good news compared to last year's audit in which there were around 20 adjustments noted. • Ms. Johnson reviewed the following topics: <ul style="list-style-type: none"> ○ Accounts Receivables- increased allowance by \$112,000 due to aged accounts. ○ 2016 ICF Cost Report- the final letter regarding the payback will not be received for six to nine months. The adjustment is estimated to be \$200,000.

Please review committee minutes for detailed information

- 2019 ICF Cost Report- allocation methods are being updated and redone; including a reduction to receivables and revenues of \$200,000.
- Self-Funded Health Insurance- adjustments made for liability due to possible unpaid claims from 2018.
- Pension- a positive adjustment of around \$500,000 to \$600,000 will be made to the bottom line.
- Dan Sullivan commented that the information given to the Board over the last year has been unreliable. Mr. Sullivan noted that the Board was assured that the gap during the timeframes without a CFO was being covered by VCSB staff. Mr. Sullivan asked that thorough consideration be given before additional staff is added to the Finance Department; this request is due to the inconsistency of information regarding staffing needs in that department over the last two years.
- Mr. Hamp added that the Finance Committee supports the two position requests coming from the HR Committee.
- **Linda Czyzyk motioned for approval of the June Financial Reports. Lisa Dunn seconded. Motion carried.**
- Mr. Floyd thanked Ms. Johnson for the detailed information she provided and stated that he feels we are now receiving reliable information. Mr. Floyd praised Ms. Johnson for all she has accomplished considering she has only been with VCSB since August 13th.
- Mr. Hamp asked Ms. Johnson to explain how the payback for the 2016 ICF Cost Report is different from a Medicaid payback for chart audits. Ms. Johnson explained how the ICF Cost Reports work. Ms. Johnson shared that costs were charged to the ICF that should not have been charged and we were overpaid for the 2016 Cost Report. Ms. Johnson added that Medicaid paybacks for client charts occur when charts are audited, and information needed for billing purposes is missing.

Human Resource Committee: Met on September 12th. Cynthia Burnett reviewed the following

- Position Requests:
 - Outpatient OBOT Care Coordinator- This position is 100% funded by the grant and is also revenue generating. This position will help to ensure licensing policies and procedures are followed and that ISPs are current and in compliance. **Ms. Burnett stated that the HR Committee supports this position. Debbie Pyles motioned to approve the committee's request. Motion carried.**
 - Outpatient Peer Recovery Specialist- Primary duties of this position will be to identify as a peer and provide outreach to engage hospitalized clients who will benefit from being connected to VCSB's Outpatient services. Sarah Rexrode asked about the qualifications/training for this position. Kathy Kristiansen, Director of BH, shared that within a year of accepting the position, the employee is required to take a 70 hour training to become a Certified Peer Recovery Specialist. **Ms. Burnett motioned to approve the position. Motion carried.**

Quality & Compliance Committee: Met on September 12th. Ms. Dunn commented that two topics from the meeting will be discussed tonight.

- OBOT Program- Dr. Steven Kessler, Medical Director, shared information regarding a patient's recovery. Dr. Kessler noted that 50 clients have been enrolled, 39 currently active and 11 have been discharged. Dr. Kessler shared that Virginia's mortality rate from opioid drug overdoses is 15 per 100,000. Ms. Kristiansen shared information regarding the existing grant funding for this program; additional grant for year two was received and will fund additional positions. This program was considered a pilot program and staff are requesting to convert the pilot program to a full program. **Ms. Dunn motioned on behalf of the committee to change the status of the**

	<p>program from pilot to full program. Motion carried.</p> <ul style="list-style-type: none"> • Green Hills Drive Property- Tina Martina, Director of DS Services, gave a progress update. Ms. Martina showed a floor plan and pointed out areas throughout the building. <p>Communication and Advocacy Committee: The committee met prior to tonight’s meeting. Ms. Rexrode shared an overview of the September 5th Legislative Briefing. Mr. Floyd commented that the meeting was very successful. Ms. Rexrode shared that the committee worked on developing the annual training presentation for the October Board meeting.</p> <p>Consent Agenda: All consent items were discussed during committee overviews.</p> <p>Executive Committee: Met on September 17th. Mr. Floyd shared that all topics of the Executive Committee meeting have been discussed tonight.</p>
<p>OLD/NEW BUSINESS</p>	<ul style="list-style-type: none"> • Mr. Floyd announced that Frank Kennerly has joined the Board as a representative from Waynesboro. • Mr. Sullivan shared information regarding Veterans and suicide. • Mr. Floyd reminded members that the November and December meetings are combined and will be on December 4th.
<p>MEETING ADJOURNED</p>	<p>Mr. LeVeck motioned to adjourn. Ms. Rexrode seconded. Motion carried.</p>

The Next Scheduled Meeting of the Board of Directors is October 23, 2019 at 5:30 pm

**Respectfully Submitted,
Tammy DuBose**